



## Attention UCC Customers

The Secretary of State serves as the central filing office for certain financing statements and lien documents as required under the Uniform Commercial Code (UCC). Under the law, those documents are public records, meaning they're available to anyone who requests and pays for a copy of them.

Secretary of State Debra Bowen, who took office in January, moved quickly to shut off web-based access to the UCC filings after learning that many of the documents contain people's social security numbers - a key piece of information sought by identity thieves. In order to prevent identity theft and protect the personal privacy of people whose information appears in documents filed with the Secretary of State, Secretary Bowen has:

- Temporarily disabled the capability to perform online searches and orders via UCC Connect.
- Frozen bulk electronic sales of the UCC image database until all but the last four digits of social security numbers can be removed from all existing UCC records.
- Placed a warning on the Secretary of State's website urging UCC filers to prevent identity theft by not including social security numbers on any UCC forms they file with the Secretary of State.
- Begun removing all but the last four digits of social security numbers from all copies and images of incoming UCC documents before they are made available to the public.
- Begun removing all but the last four digits of social security numbers from all UCC records requested, including records ordered by mail or in person before they are made available to the public.
- Begun exploring technology solutions for removing all but the last four digits of social security numbers from all existing UCC documents on file.

Requests for searches or for copies of UCC filings can be submitted to the Sacramento Office via mail or over the counter using the National UCC 11 Request for Information form (UCC 11). Social security numbers will be removed from all copies and electronic images of UCC filings before we provide the records requested. Please mail or deliver requests to: Secretary of State, Uniform Commercial Code, 1500 11th Street, 2nd Floor, Sacramento, CA 95814.

**UCC filings are public records. Please do not put people at risk of identity theft by including social security numbers on any documents for filing with the Secretary of State.**

For more information on identity theft, you may want to visit the California Office of Privacy Protection website at <http://www.privacy.ca.gov/> or review its "Privacy Protection Recommendations" available at <http://www.privacy.ca.gov/financial/sbfs021205.pdf>.

**UCC FINANCING STATEMENT AMENDMENT ADDITIONAL PARTY**

FOLLOW INSTRUCTIONS (front and back) CAREFULLY

14. INITIAL FINANCING STATEMENT FILE # (same as item 1a on Amendment form)

15. NAME OF PARTY AUTHORIZING THIS AMENDMENT (same as item 9 on Amendment form)

15a. ORGANIZATION'S NAME

OR 15b. INDIVIDUAL'S LAST NAME

FIRST NAME

MIDDLE NAME,SUFFIX

16. MISCELLANEOUS

**THE ABOVE SPACE IS FOR FILING OFFICE USE ONLY**17. ADDITIONAL DEBTOR'S EXACT FULL LEGAL NAME - insert only one name (17a or 17b) - do not abbreviate or combine names

17a. ORGANIZATION'S NAME

OR 17b. INDIVIDUAL'S LAST NAME

FIRST NAME

MIDDLE NAME

SUFFIX

17c. MAILING ADDRESS

CITY

STATE

POSTAL CODE

COUNTRY

17d. SEE INSTRUCTIONS ADD'L INFO RE 17e. TYPE OF ORGANIZATION 17f. JURISDICTION OF ORGANIZATION 17g. ORGANIZATIONAL ID #, if any NONE18. ADDITIONAL DEBTOR'S EXACT FULL LEGAL NAME - insert only one name (18a or 18b) - do not abbreviate or combine names

18a. ORGANIZATION'S NAME

OR 18b. INDIVIDUAL'S LAST NAME

FIRST NAME

MIDDLE NAME

SUFFIX

18c. MAILING ADDRESS

CITY

STATE

POSTAL CODE

COUNTRY

18d. SEE INSTRUCTIONS ADD'L INFO RE 18e. TYPE OF ORGANIZATION 18f. JURISDICTION OF ORGANIZATION 18g. ORGANIZATIONAL ID #, if any NONE19. ADDITIONAL DEBTOR'S EXACT FULL LEGAL NAME - insert only one name (19a or 19b) - do not abbreviate or combine names

19a. ORGANIZATION'S NAME

OR 19b. INDIVIDUAL'S LAST NAME

FIRST NAME

MIDDLE NAME

SUFFIX

19c. MAILING ADDRESS

CITY

STATE

POSTAL CODE

COUNTRY

19d. SEE INSTRUCTIONS ADD'L INFO RE 19e. TYPE OF ORGANIZATION 19f. JURISDICTION OF ORGANIZATION 19g. ORGANIZATIONAL ID #, if any NONE20. ADDITIONAL SECURED PARTY'S NAME (or Name of TOTAL ASSIGNEE) - insert only one name (20a or 20b)

20a. ORGANIZATION'S NAME

OR 20b. INDIVIDUAL'S LAST NAME

FIRST NAME

MIDDLE NAME

SUFFIX

20c. MAILING ADDRESS

CITY

STATE

POSTAL CODE

COUNTRY

21. ADDITIONAL SECURED PARTY'S NAME (or Name of TOTAL ASSIGNEE) - insert only one name (21a or 21b)

21a. ORGANIZATION'S NAME

OR 21b. INDIVIDUAL'S LAST NAME

FIRST NAME

MIDDLE NAME

SUFFIX

21c. MAILING ADDRESS

CITY

STATE

POSTAL CODE

COUNTRY

## **Instructions for UCC Financing Statement Amendment Additional Party (Form UCC3AP)**

Use this form to continue adding additional Debtor or Secured Party names as needed when filing a UCC Financing Statement Amendment (Form UCC3).

14. Enter file number of Financing Statement as shown on the Amendment to which this Amendment Additional Party relates, exactly as shown in item 1a of Amendment.
15. Enter information exactly as shown in item 9 of Amendment.
16. Miscellaneous: Under certain circumstances, additional information not provided on Amendment may be required. Also, some states have non-uniform requirements. Use this space to provide such additional information or to comply with such requirements; otherwise, leave blank.
- 17-19. If this Amendment Additional Party adds additional Debtors, complete items 17, 18, and 19 in accordance with Instruction 1 of Financing Statement and give complete information for each additional Debtor. Be sure to complete either the organization's name or individual's name items.
- 20-21. If this Amendment Additional Party adds additional Secured Parties, complete items 20 and 21 in accordance with Instruction 3 of Financing Statement and give complete information for each additional Secured Party.